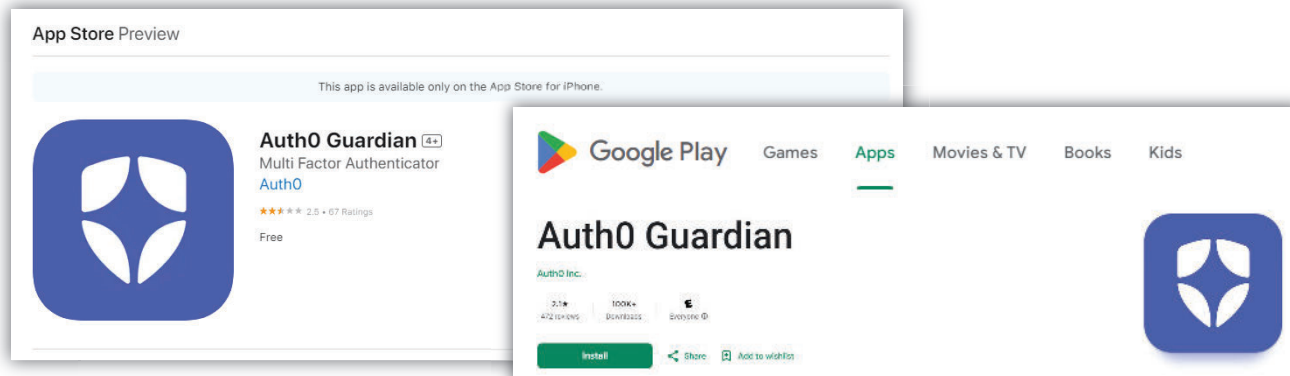


Upgrade NetClient CS Login

All Thomson Reuters products are moving to a standard sign-in process, a Thomson Reuters Account, which includes your Henssler Tax Portal. This system uses an updated multi-factor authentication system that further improves security. The new Thomson Reuters Account is backed by the Auth0 Guardian mobile app.

Download the Auth0 Guardian mobile App. The app is free on the Apple App Store and on Google Play for Android.



1. If you have not accessed your Henssler CPAs & Advisers Tax Portal recently, please visit <https://www.henssler.com/tax-portal/>.
2. Log in to your Henssler CPAs & Advisers Tax Portal with your old username and password. If you have forgotten your password, follow the prompts using the forgot password link.
3. Upon a successful log-in, the portal will ask you create new sign in credentials.
4. Enter your email.
5. You will be taken to a "Create an Account" page for Thomson Reuters.
6. Create a new password using the guidelines provided.
7. Set your preferred language and agree to terms of use.
8. Thomson Reuters will email you a 5-digit verification code to your email that you registered with. Enter the code once you receive it.
9. You will receive a confirmation email from Henssler CPAs & Advisers that confirms you have successfully migrated your account to a Thomson Reuters account.
10. The web page will redirect to a log-in page.
11. Sign in using your email and password.
12. You will be given options to use a multifactor authentication. We highly recommend downloading and using the Auth0 Guardian app for your mobile device.
13. Once the app is installed on your mobile device, click "continue" on the Thomson Reuters web page.
14. Open the app on your phone. Confirm the request for permission to use the camera. Confirm enabling notifications. You will need push notifications to use this app.
15. Using the Auth0 Guardian app on your phone, scan the QR code on the web page. The Auth0 Guardian app will add a Thomson Reuters option to the app.
16. The Thomson Reuters web page will provide a recovery code. Copy this code and save it somewhere safe. You will need this to access your Thomson Reuters account should you not have access to the Auth0 Guardian app.
17. Confirm you have saved the code, and you will have access to your Henssler CPAs & Advisers Tax Portal.

Signing into your CPAs & Advisers Tax Portal in the future:

1. In the future, when you log in to your Henssler CPAs & Advisers Tax Portal, select the option to sign in with your Thomson Reuters Account.
2. Enter your email and password.
3. The Portal will push a request to your mobile device. The Auth0 Guardian app will ask you to confirm that you have made an attempt to log in.
4. Select Approve and you will enter your Tax portal.